



United States  
Department of  
Agriculture

Food Safety  
and Inspection  
Service

Washington, D.C.  
20250

**TO:** AGRICULTURAL OFFICE  
U.S. EMBASSY

**September 9, 2002**

**FROM:** Karen Stuck, Director  
International Policy Staff  
Office of Policy and Program Development

**SUBJECT:** Meat and Poultry Inspection Seminars for International Government Officials

The Food Safety and Inspection Service (FSIS) of the U.S. Department of Agriculture (USDA) is offering three Meat and Poultry Inspection Seminars for international government inspection officials. Two seminars will be conducted at the FSIS Donald L. Houston Center for Meat and Poultry Inspection Sciences, Texas A&M University, College Station, Texas. The seminars in College Station will be offered on two separate dates. The first seminar is tentatively scheduled for January 27 to February 13, 2003; and the second seminar is tentatively scheduled for March 24 to April 10, 2003. Participation in each of the seminars will be limited to thirty-five (35) individuals. Both seminars will be delivered in English and will offer the same information.

An optional one-week post class field trip is being planned immediately after the class ends (this applies only to the two classes offered at College Station). This field trip will take a small group to large, modern, and high-speed beef and pork slaughter facilities. Participants will receive a detailed plant tour, along with instruction about the operations they are observing. Please indicate on the application form if you would like to participate. The post class activity will be available to very limited number of participants only. Participants can expect to spend approximately \$100 per day for hotel and meals for the week.

The University of Puerto Rico, Mayaguez, in conjunction with FSIS, is again offering a Meat and Poultry Inspection Seminar for international government inspection officials that will be conducted in Spanish. The seminar is a similar version of the seminar offered in College Station, Texas and is tentatively scheduled for May 20 to June 7, 2003. Participation will be limited to thirty (30) individuals.

The application form and information on qualification requirements, tentative schedule dates, program objectives, transportation information, and course content are enclosed for all three seminars. Additional information about the meat and poultry inspection seminars including **online registration** can be obtained by visiting the FSIS Web Site at <http://www.fsis.usda.gov/OFO/HRDS/INTERNAT/seminar/overview.html>.

**ACTION REQUESTED:**

Please transmit this information to the senior official of the meat and poultry inspection program for the countries that you cover. Please confirm receipt of this announcement by facsimile to Cheryl Davis at (202) 690-3981 or by e-mail at [Cheryl.davis@fsis.usda.gov](mailto:Cheryl.davis@fsis.usda.gov). We would appreciate confirmation of receipt by September 23, 2002. Please address any questions regarding the Meat and Poultry Inspection Seminar to Cheryl Davis at (202)690-1004. Thank you for your assistance.

Enclosure

FSIS:OPPDE:IPS:IEPS:Cdavis:mcm:09/09/02:690-1004:Official Memo on Meat and Poultry  
Inspection Seminar 9/9/02



United States  
Department of  
Agriculture

Food Safety  
and Inspection  
Service

Washington, D.C.  
20250

## **2003 FSIS MEAT AND POULTRY INSPECTION SEMINAR FOR INTERNATIONAL GOVERNMENT OFFICIALS**

Objective: The seminar provides an overview of the inspection regulations and procedures used by the U.S. Department of Agriculture (USDA) Food Safety and Inspection Service (FSIS) to assure that meat, poultry, and egg products are safe, wholesome, and properly labeled. The major emphasis of the seminar will be the FSIS meat and poultry inspection system and the Hazard Analysis and Critical Control Points (HACCP) and Pathogen Reduction initiatives. Other topics related to food safety and the U.S. inspection system will be offered as well.

Seminar Schedules: In 2003, three seminars will be offered on these tentative dates:

January 27-February 13, 2003, College Station, Texas

March 24-April 10, 2003, College Station, Texas

May 20-June 7, 2003, University of Puerto Rico, Mayaguez (*Spanish language*)

The seminars in College Station will be conducted in English and consist of lectures, group discussions, interactive workshops, laboratory demonstrations, and field trips. Those who are not conversant in English will not benefit from these seminars. Field trips are planned including courtesy tours of poultry slaughter and other food processing operations. Meals and other miscellaneous costs for the field trips are an additional cost and should not exceed \$500 (*registration fee is not required.*)

The seminar in Puerto Rico is a similar version of the College Station program, and will be conducted in Spanish. This seminar will be held at the University of Puerto Rico, Mayaguez. A registration fee of \$550 is required; total costs including field trips and other miscellaneous costs related to the seminar should not exceed \$700.

Upon completion of the seminars, participants will have acquired an understanding of the current U.S. meat and poultry inspection regulations and procedures and of new initiatives being undertaken. A certificate of completion will be issued to each participant.

Qualifications: Applicants **must** be government officials in the meat or poultry inspection service. The seminar will be beneficial to government officials who have some experience in meat and poultry product inspection activities.

Application: Applicants must complete the application form. The completed form must be submitted by the applicant's financial sponsor and received by the FSIS International Policy Staff, Room 2137-South Building, Washington, D.C. 20250, no later than **November 1, 2002**, preferably by e-mail or facsimile transmission (FAX: 202-690-3981). Applicants must include an e-mail address and/or a FAX number on their application for proper notification.

Applications are processed on a first come, first served basis, as the class size is limited. Annually, FSIS receives more than twice the number of applications than can be accommodated. Early submittal of applications is therefore encouraged. Participants who are selected to attend the seminar will be notified by **January 1, 2003**.

Finances: Participants are responsible for obtaining financial sponsors for their round trip air transportation to College Station, Texas, or to the University of Puerto Rico, Mayaguez, and for their lodging, meals, and other miscellaneous expenses.

Participants must carry U.S. dollars, international credit cards, ATM cards, or currencies readily convertible to U.S. dollars at local banks. The FSIS Training and Education Center, College Station, Texas, and the University of Puerto Rico, Mayaguez, **do not** have facilities for exchanging money or cashing checks.

Transportation: Participants should book flights to College Station, Texas, which is served by Continental and American Airlines. The nearest international airports are Dallas-Fort Worth and George Bush Inter-Continental Houston, both in Texas.

Puerto Rico is served by American Airlines, Delta, Trans World Airlines (TWA), and American Eagle, and participants should fly into Mayaguez Airport.

Lodging: In College Station, Texas, lodging will be at a local hotel. Lodging reservations for the participants will be made by FSIS upon receipt of your applications, but the participants will be responsible for payment of lodging costs. The projected rate for a single room is \$90 (US) per night plus tax. Notification regarding lodging will be provided as soon as it becomes available.

For the seminar being held in Puerto Rico, the University of Puerto Rico, Mayaguez, will make lodging reservations for the participants, and the participants are responsible for payment. Notification regarding lodging will be provided as soon as it becomes available. The projected rate for a single room is approximately \$100 (US) per night with breakfast included.

Training Site and Class Schedule for College Station, Texas Seminars: The FSIS Training and Education Center is located at 200 Discovery Drive, Texas A&M University Research Park, College Station, Texas 77840 (Tel: (979)260-9433, FAX: (979)260-9440). Free bus service between the hotel and the Training Center will be provided.

For the first seminar, orientation begins at the FSIS Training and Education Center in College Station at 4:00 p.m. on Monday, January 27, 2003. Classes begin at 8:00 a.m., Tuesday, January 28, and conclude at 4:00 p.m., Thursday, February 13.

For the second seminar in College Station, orientation begins at the FSIS Training and Education Center, at 4:00 p.m., Monday, March 24, 2003. Classes begin at 8:00 a.m., Tuesday, March 25, and conclude at 4:00 p.m., Thursday, April 10.

Field trips to research facilities, poultry slaughter and processing plants, and port facilities are scheduled for both seminars in College Station.

No special clothing or equipment is required. Casual clothing is most suitable for classroom attire. Participants should bring comfortable and sturdy footwear (with traction, no open toes), appropriate for visiting processing facilities. Daytime temperatures range from 60 to 80 degrees Fahrenheit; evening temperatures range from 40 to 60 degrees Fahrenheit.

Training Site and Class Schedule for University of Puerto Rico Seminar:

The University of Puerto Rico is located at Mayaguez, Puerto Rico, 00681-9030 (Tel: 787-265-3861). Free bus service will be provided between the hotel and the University.

In Puerto Rico, orientation begins at 6:00 p.m., Tuesday, May 20, 2003, with an evening meal included. Classes begin at 8:00 a.m., Wednesday, May 21, and conclude at 5:00 p.m., Thursday, June 7.

In Puerto Rico, three field trips are planned. Information regarding the field trips will be provided as soon as it becomes available.

Materials: Prior to the seminars, participants will receive suggested readings that will enhance their opportunity for learning. At the seminar site, participants will receive written materials for each subject. In addition, audiovisual and other training aids will be made available at no charge.

If you have questions regarding completion of the application or course content, please contact Cheryl Davis by phone at (202)690-1004 or by FAX at (202)690-3981, or by e-mail at [cheryl.davis@fsis.usda.gov](mailto:cheryl.davis@fsis.usda.gov).

If you have any additional questions regarding class activities or lodging arrangements in Puerto Rico, please contact Fatima Colberg by phone at (787)265-5410 or by FAX (787)834-3413.

For additional information on the seminars, and **online registration**, visit the FSIS Website at: <http://www.fsis.usda.gov/OFO/HRDS/INTERNAT/seminar/overview.html>

**UNITED STATES DEPARTMENT OF AGRICULTURE  
FOOD SAFETY AND INSPECTION SERVICE**

**Meat and Poultry Inspection Seminars for International Government Officials**

**Application Form**

**Section I.** Please check the seminar you prefer to attend and, if applicable, the Post Class Activity:

\_\_\_\_ January 27- February 13, 2003, College Station, Texas

\_\_\_\_ Post Class Activity Feb. 14-20

\_\_\_\_ March 24-April 10, 2003, College Station, Texas

\_\_\_\_ Post Class Activity April 11-17

\_\_\_\_ May 20-June 7, 2003, University of Puerto Rico, Mayaguez (*Spanish*) [No Post Class Activity]

**Section II.** Personal Information: **(Please type or print clearly)**

Name:(Dr/Mr/Mrs/Miss/Ms) \_\_\_\_\_

Position/Title/Name of Agency: \_\_\_\_\_

Date and Place of Birth: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_

Business Mailing Address \_\_\_\_\_

and Telephone No: \_\_\_\_\_

Facsimile (FAX) No: \_\_\_\_\_

**(Please include Country, Area, and City Codes)**

E-mail Address: \_\_\_\_\_

Medical Conditions: \_\_\_\_\_

Name, Address and Telephone Number of Person to Contact In Case of Emergency:

\_\_\_\_\_

\_\_\_\_\_

**Section III.** Name of Applicant's Financial Sponsor: \_\_\_\_\_

**Section IV.** To be completed by International Government Meat and Poultry Inspection Director:

*I nominate the above named Official of our Meat and Poultry Inspection Service to attend the 2003 FSIS Meat and Poultry Inspection Seminar. For those officials nominated to attend one of the sessions in Texas, I certify that the applicant is conversant in the English language. For those officials nominated to attend the session in Puerto Rico, I certify that the applicant is conversant in the Spanish language.*

Name/Title/Address: \_\_\_\_\_

Telephone and FAX No: \_\_\_\_\_

**Send to Cheryl Davis by e-mail at [Cheryl.davis@fsis.usda.gov](mailto:Cheryl.davis@fsis.usda.gov)**

**or by FAX at (202) 690-3981 by November 1, 2002.**